

Middle Georgia State College
Faculty Development Committee
Meeting #3

January 23, 2015

Oak Hall, Room 202, Warner Robins Campus

Members present: Jim Decker, Karmen Lenz, Selva Muthusamy, Blanche Presley, Laurie Walters, Stephen Steckowski, Johnathan Yerby, Pam Bedwell (ex-officio member)

Members absent: Patricia Linder, Ben McDaniel, Wendy Pooler, Jonathan Cannon

- x Dr. Muthusamy called the meeting to order at 9:30 AM.
- x Dr. Decker moved and it was second to adopt the proposed agenda.
- x Under the topic of "Old Business", the committee discussed the proposed changes in the application forms. Dr. Bedwell was welcomed and her advice was sought regarding the details needed to clarify the documents. Discussion included requiring more information about proposals, especially research funding applications and whether research funds awarded as reimbursement after the expenses.
- x Dr. Bedwell reviewed the status of Fall 2014 allocations citing some problems with the research equipment funding proposal and suggested the need for additional information such as software licensing / compatibility details, and whether equipment will be meant for use beyond the applicant's department.
- x The committee voted to approve the following changes in the conference application:
 - a. to increase the word limit on the description of conference objectives,
 - b. to insert a request for confirmation and documentation of acceptance for presentation,
 - c. to change the wording for supervisor's signature to "Chair/Dean Signature", and to replace the word "college" with "institution",
 - d. to change the deadline for Spring/Summer applications to March 16, 2015.
- x In addition to the change in signature prompt, dead